



# Parks & Recreation Board

## MEETING NOTES

APPROVED

|                |                                   |
|----------------|-----------------------------------|
| MEETING TITLE  | Sherwood Parks & Recreation Board |
| DATE & TIME    | 04.04.2011 7:00 PM                |
| LOCATION       | Sherwood City Hall—Community Room |
| FACILITATOR    | David Scheirman                   |
| NOTES TAKEN BY | Denise Berkshire                  |

### ATTENDEES

|                                     |   |
|-------------------------------------|---|
| <b>Parks &amp; Recreation Board</b> | <b>Council Liaison</b>                            |
| X David Scheirman, Chair            | X Bill Butterfield, City Councilor                |
| X David Bonfiglio, Vice Chair       |   |
| Brian Stecher                       | <b>City Staff</b>                                 |
| X Thad Overturf                     | X Kristen Switzer, Community Services Director    |
| Frank Funk                          | X Denise Berkshire, Event & Volunteer Coordinator |
| X Marney Jett                       | X Tom Nelson, Economic Development Manager        |
| X Lynn Snyder                       |   |
| Mary Reid                           |   |
| VACANT                              |   |

### MEETING NOTES

#### 1. **Call to Order/Roll Call (Scheirman)**

The meeting was officially called to order at 7:01pm.

#### 2. **Adjustments to the Agenda (Scheirman)**

- No adjustments were made to the agenda. *Recommendation on Cannery Plaza Design Elements* was moved to # 5.

#### 3. **Citizen Comment (Scheirman)**

- Jenny Malfitt of 115329 SW Sunset Blvd. served on the PRB in the early 1990s. She was drawn to Cultural Arts Community Center photo in the Gazette and felt compelled to express her opinions at this meeting. She is involved with the Tualatin River National Wildlife Refuge, and Sherwood has built a foundation on how the City is home to the Refuge. There five streams in the City, and Jenny is concerned about runoff from the paved surface. Malfitt asked if the paving is pervious or impervious. Kurt Lango of Lango Hanson Architects offered to answer the question. He explained that the brick in the plaza is impervious and set on a concrete pad to be sturdy enough to handle vehicles driving on the brick to set up events like the Winter Festival. Kurt explained the larger vision for the area includes a Sherwood Cultural Arts Community Center adjacent to the plaza. The plaza will drain through a wetland area with native plants located behind the Community Center. Malfitt would like to see more pervious paving. She would like the PRB to create a policy to reduce the amount of paved areas when planning parks. The lawn is a nice idea, but she suggests using companion grass called Hopkins grass. This type of grass doesn't need to be mowed and requires very little water. The grass grows to a certain height and then tips over reducing the need to mow. If the grass area is put in, she would like to see

larger flower beds with native species rather than alien species which do not provide wildlife habitat.

- Sandy Troyer of 20668 SW Lavender moved here 12 years ago and enjoys the small, hometown atmosphere. Lately, she had been frustrated. She was speaking to the Mayor regarding a dog park in Sherwood and learned that an area behind the theater is being considered for a dog park. She has a dog that does not deal with loud noises very well, so a park that is built near Hwy 99 with all of the hustle and bustle of traffic will not work for her. She will not be able to let the dog loose and she feels that it is not a good environment for timid dogs. Instead of building a new park, she would like to propose using one of the nine existing parks; specifically Pioneer Park which has two acres of lush forest area with paths. All it would take is a fence to establish a dog park, which would offer an enjoyable place for folks with dogs to go. City ordinances create challenges for dog owners, and a dog park would reduce dog owners going out at night and sneaking around with their dogs. Dogs are different than other pets because they serve as companions. She recognizes that not everyone is a dog lover and in the few instances where aggressive dogs with negligent owners cause problems it creates bad press. Dog owners are not picky, and Pioneer Park would offer quite a bit.
- Neil Shannon of 23997 SW Red Fern Drive shared a quick follow up on the discussion of trail systems from the March meeting. Clean Water Services does not object to having an asphalt trail on top of the sewer lines. He suggests keeping this in mind especially when the Brookman Area comes online. Shannon asked who is responsible for trail planning? Switzer explained that the Planning and Engineering Departments use the Transportation System Plan, when planning projects and the Parks Master Plan also serves as a tool for planning trails.

#### **4. Approval of Minutes (Scheirman)**

- Dave Bonfiglio motioned to approve the March 7, 2011 minutes. Thad Overturf seconded. All in favor; motion passed.

#### **5. Recommendations on Cannery Plaza Design Elements (Switzer)**

- Kristen introduced Kurt Lango of Lango Hanson Architects who served as part of the Cannery Plaza architect team. She explained that Kurt offered to share the Cannery Plaza design and suggested adjustments. At the end of the discussion, the PRB will make a decision on the changes.
- Lango gave a brief recap on the design. The design process began in the summer 2008 with the formation of a Parks and Plaza Committee. The committee visited parks in Sherwood and in surrounding areas (Portland, Hillsboro etc.). After looking at Jamison Square in Portland, the committee liked the balance of grass, water and the plaza. They decided that grass was desired. In contrast, the committee felt that the plaza located in downtown Hillsboro was not a good example for Sherwood. That plaza is made solely of concrete and did not feel inviting. The committee also determined that a water feature was desired to create synergy within the community and offer kids and families a place to gather.
- The red brick of the Cannery Plaza is a historical representation of the cannery. There are tiered stoned steps with an interactive water feature. Water comes out of the cracks in the stone and pools in a collection area. The pool and water feature are on different cycles, which allows for flexibility. When the water is turned off, the tiered stone can be used as an amphitheater where folks can enjoy audience.
- The grass area in the center of the plaza is approximately 1.5 times the size of the grass area in front of the City Hall. It is not too large, but large enough to accommodate blankets for picnicking and for the library's Summer Reading Program presentations.
- Electrical and audio is also planned as well as lights including night security. One large tree will be present along with small planters. There is a drinking fountain, bike rack and

benches under the canopies. There is also a place for the holiday tree. When the tree is not present, it is covered with a man hole. There are also designated places for art pieces in the plaza.

- There have been 14 community, plaza and PRB meetings addressing the plaza design since 2008.
- Butterfield shared that Public Works feels that grass is manageable.
- Jett inquired about restrooms. There are no restrooms in the plaza, so folks will be using the ones in City Hall. Once the Sherwood Cultural Arts Community Center is completed there will be two large restrooms that can accommodate 400 people during an event. The restrooms will be available to support the plaza even when the community center is not open.
- City Council is looking for a recommendation for the PRB.
- The Board discussed the grass, and how it makes the plaza feel more like a living room and offers children a place to sit on the grass during the Summer Reading Program. If the maintenance costs are minimal, as stated by PW, then the PRB does not see any issues with the grass in the plaza. The PRB feels that the plaza has gone through the public process and the public overwhelming wants grass.
- Citizen question: Are there barriers on the back side of the canopies to prevent children from climbing over and accessing the railroad tracks? Kurt explained there is four foot high safety fence to prevent folks from accessing the railroad tracks.
- Citizen Jenny Malfitt asked about light pollution and also suggested a native tan oak for the large tree rather than a honey locus which has thorns, limbs, and cannot stand ice storms. Kurt explained that the security lights will shine down rather than up to reduce light pollution and meets City code. Kurt also explained that the Parks and Plaza Committee looked at several trees during the design process. Retail shops will be located in the Community Center behind the large tree, so it was important to make sure and select a tree that would allow for visibility. For that reason the committee wanted a tree that was not too dense and had small leaves. Public Works also wanted a tree with small leaves to reduce clogging of the water feature. The honey locus tree they are suggesting does not have seeds or thorns. Kurt also shared that they have not had limb breakage issues when they have used the tree in the past.
- *Dave Scheirman motioned to approve the Cannery Plaza Design Plan as presented including the grass. Dave Bonfiglio seconded. All in favor; motion passed.*
- Tom Nelson shared with the PRB that SURPAC's recommendation is to wait until the end of the Cannery Plaza project to handle the art if funds are available.
- The PRB discussed the art in the Cannery Plaza. When it is time to handle the art, the PRB recommends a selection committee to determine the art with a variety of representatives.
- *Dave Scheirman motioned that the PRB supports waiting until the end of the Cannery Plaza project to determine funding for the art. The PRB recommends that an Art Selection Committee and the PRB determine the art and placement at that time. Thad Overturf seconded. All in favor; motion passed.*

## **6. Updates & Reports**

### *Restrooms at Stella Olsen Park Update (Switzer)*

- Kristen handed out a recent image of the Stella Olsen Park restroom (see record). The restroom is constructed, will go through testing, it will be disassembled and moved to Stella Olsen where it will be reassembled.
- The restroom building should be totally complete in the next couple of weeks.
- Construction site work bids are due on Wednesday, April 6<sup>th</sup>. It will then take a couple of weeks for the site work to be complete.
- Once the site is prepared and the restroom is on location, it will take two full days to assemble.
- The estimated time of completion is the beginning of June 2011.

*Public Works Monthly Report (Switzer)*

- Nothing to report at this time.

*Recreation Monthly Report (Switzer)*

**Active Rec happenings during the month of March 2011**

- Lacrosse games have started.
- Youth Softball and Baseball have finished all tryouts and have started to practice in between rain storms.
- Spring soccer continues to play and held nine games during the month of March at Snyder Park.
- We have about three different groups doing some spring BBX in the elementary gyms.
- The High School has been using the M/S gyms for tennis practice during the bad weather.
- Weather has been a challenge with rain outs and rescheduling.

**Field House  
Monthly Report March 2011**

| <b><u>March-11</u></b> | <b><u>Mar-11</u></b> |               | <b>YTD</b>   |               |
|------------------------|----------------------|---------------|--------------|---------------|
|                        |                      | Est.          |              | Est.          |
| <b><u>Usage</u></b>    |                      | People        |              | People        |
|                        | <u>Count</u>         | <u>Served</u> | <u>Count</u> | <u>Served</u> |
| Leagues                | 6                    | 585           | 28           | 4964          |
| Rentals                | 82                   | 2952          | 635          | 18868         |
| Other (Classes)        | 2                    | 17            | 4            | 58            |
| [1] Day Use            | 13                   | 172           | 74           | 793           |
| <b>Total Usage</b>     |                      | <b>3726</b>   |              | <b>24683</b>  |

**FY 10-11**

| <b><u>Income</u></b> | <b><u>Mar-11</u></b> | <b><u>YTD</u></b>   |
|----------------------|----------------------|---------------------|
| Rentals              | \$5,126.00           | \$43,954.00         |
| League fees (indoor) | \$2,596.00           | \$55,240.00         |
| Card fees (indoor)   | \$87.00              | \$3,082.00          |
| Day Use              | \$318.00             | \$1,537.00          |
| Merchandise          |                      |                     |
| Snacks               | \$700.00             | \$4,837.50          |
| Classes              |                      | \$2,336.25          |
| <b>Total Income</b>  | <b>\$8,827.00</b>    | <b>\$110,986.75</b> |

## **FY 09-10**

| <b><u>Income</u></b> | <b><u>Mar-10</u></b> | <b><u>YTD</u></b>   |
|----------------------|----------------------|---------------------|
| Rentals              | \$6,955.50           | \$33,750.50         |
| League fees (indoor) | \$8,409.00           | \$70,114.00         |
| Card fees (indoor)   | \$404.00             | \$4,959.07          |
| Day Use              | \$215.00             | \$941.00            |
| Merchandise          |                      |                     |
| Snacks               | \$785.00             | \$3,728.25          |
| Classes              | \$70.00              | \$900.00            |
| <b>Total Income</b>  | <b>\$16,838.50</b>   | <b>\$114,392.82</b> |

- The group discussed other activity options for the Field House along with surface requirements.

### *Tonquin Trail Update (Stecher)*

- Nothing to report at this time.

### *Cultural Arts/Community Center Steering Committee Update (Stecher)*

- This Thursday, April 7 at 7 pm there is a meeting scheduled to review the Cultural Arts Community Center draft Business and Operating Plan. The following Thursday, April 14 at 7 pm there will be a Community Meeting where PARC Resources will again present the draft Business Plan. There is a tentative meeting scheduled for Tuesday, April 19 to present the Business Plan to UAR Board and SURPAC.

## **7. Review Woodhaven Park Master Plan (Scheirman)**

- It is time to review and develop a plan for Woodhaven Park, so there is a shovel ready project if funding (grants) becomes available.
- Scheirman reviewed the community workshop where the Woodhaven Park Master Plan was created on June 5, 2006 (see record).
- The PRB discussed reprioritizing the identified needs as listed in the document to account for amenities that have been added since 2006 (i.e. tennis courts and water feature at Snyder Park, skate park etc.). It is important to keep in mind Woodhaven Park has limited area for parking.
- Please review the Woodhaven Park Master Plan and bring ideas and priorities to the meeting in May (design elements: picnic structure, parking, restrooms etc.).
- The PRB discussed dog parks. Dog parks were not identified as a need in the 2005 survey, and therefore were not included in the Parks Master Plan. Since that time, citizens have expressed interest in dog parks on average once each year. It appears each year there is an interest, and then the momentum is lost.
- With the Adams Avenue Project, dog parks may be discussed during that planning.
- Some communities have established groups who help in fund raising and maintenance.
- There is no funding for dog parks or any other projects at this time.

## **8. Council update (Butterfield)**

- Butterfield supports the PRB preparing a few projects so they are shovel ready. He also feels that the Parks Master Plan will need to be reviewed. City Council supports their direction and appreciates the good work.

**9. Other**

- Scheirman visited a park in the San Juan Islands which had rotating art, descriptive plaques, and the pieces were for sale. This may offer future ideas for the Cannery Plaza or other parks.
- PRB interviews were conducted last week and a new board member will begin in May with the approval of City Council.
- Nominations for the PRB Chair and Vice Chair will be on the May agenda.
- Board members were reminded of the Volunteer Recognition Party and that RSVPs are due by Wednesday, April 6<sup>th</sup>. Lynn Snyder, Dave Bonfiglio will attend.

**Adjourned at 8:10.**

**Next Meeting Date:** The next meeting will be held on Monday, May 2, 2011 at 7:00 pm at City Hall.